

PRELIMINARY ACTION AGENDA  
LAKE FOREST CITY COUNCIL

Regular Meeting of the City Council  
February 3, 2015

Lake Forest City Hall  
25550 Commercentre Drive  
Council Chambers  
Lake Forest, California 92630

CALL TO ORDER:

7:02 p.m.

ROLL CALL: Council Members:

Dr. Jim Gardner  
Dwight Robinson  
Adam Nick  
Andrew Hamilton  
Scott Voigts

Mayor Pro Tem:  
Mayor:

City Manager:  
City Attorney:  
City Clerk:

Robert C. Dunek  
Scott C. Smith  
Stephanie D. Smith

INVOCATION: The Invocation was led by Mayor Pro Tem Hamilton.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance to the Flag of our Country was led by Cub Scout Pack 629.

REPORT FROM STUDENT LIAISON: Joseph Hana, Student Liaison from El Toro High School presented his report.

PUBLIC COMMENTS: The following members of the public offered comment: Andrew O'Connor, Bob Miller, Craig Tingley, Marcia Rudolph and Sally Sartor.

CONSENT CALENDAR - WARRANT REGISTER: (Item No. 1)

1. CERTIFICATION OF WARRANT REGISTER submitted by Director of Finance/City Treasurer.

ACTION: On motion by Council Member Robinson and second by Council Member Gardner, the City Council approved the warrant register in the amount of \$1,904,597.25 as submitted. MOTION CARRIED with Council Member Nick abstained on the warrant payable to Cummins & White, LLP.

CONSENT CALENDAR - MISCELLANEOUS: (Item Nos. 2- 7)

ACTION: On motion by Council Member Robinson and second by Mayor Pro Tem Hamilton, the City Council approved Consent Calendar Item Nos. 2-5 and 7

2. WAIVE READING OF ORDINANCES AND RESOLUTIONS submitted by City Clerk.

ACTION: The City Council waived reading, by title only, of all Ordinances and Resolutions. Said Ordinances and Resolutions which appear on the public agenda shall be determined to have been read by title and further reading waived.

3. MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL HELD ON JANUARY 20, 2015 submitted by City Clerk.

ACTION: The City Council approved the minutes as submitted.

4. REQUEST FOR PROPOSALS FOR PARK MAINTENANCE SERVICES

ACTION: The City Council approved the Request for Proposals and authorized staff to solicit for Park Maintenance Services.

5. SECOND ADDENDUM AND CHANGE ORDER TO MASTER AGREEMENT FOR ENERGOV PERMIT AUTOMATION SOFTWARE WITH TYLER TECHNOLOGIES submitted by Deputy City Manager/Director of Management Services.

ACTION: The City Council approved the Second Addendum and Change Order to the Master Agreement with Tyler Technologies.

7. AWARD OF CONTRACT FOR TECHNICAL SUPPORT OF THE CITY'S ELECTRONIC DOCUMENT MANAGEMENT SYSTEM submitted by Deputy City Manager/Director of Management Services.

ACTION: 1. The City Council awarded a contract in the amount of \$61,528.62 to Maris Imaging, Inc., for the Technical Support of the City's

Electronic Document Management System. 2. The City Council authorized the Mayor to sign, and the City Clerk to attest, the agreement with Maris Imaging, Inc. substantially in the form attached.

#### **PULLED CONSENT CALENDAR ITEMS:**

6. BID DOCUMENTS FOR PARK RESTROOM JANITORIAL SERVICES submitted by Director of Public Works/City Engineer.  
This item was removed from the Consent Calendar by a member of the public.

ACTION: 1. The City Council amended the Scope of Services to include a timeframe for restroom cleaning. 2. The City Council approved bid documents for Park Restroom Janitorial Services. 3. The City Council authorized staff to solicit bids for Park Restroom Janitorial Services.

#### **DISCUSSION/ACTION ITEMS:**

8. CONSIDERATION OF APPLICANTS FOR THE PARKS AND RECREATION COMMISSION submitted by City Clerk.

ACTION: The City Council appointed Jim Rosenberg, Loretta Herrin and Francisco Barajas to the Parks and Recreation Commission.

9. CONSIDERATION OF REVISED STANDARD CONTRACT TEMPLATES AND POTENTIAL RESTRICTION OF CERTAIN POLITICAL CONTRIBUTIONS THROUGH THE CONTRACTING PROCESS

ACTION: On motion by Mayor Voigts and second by Council Member Robinson, the City Council approved the revised contract templates. Motion unanimously carried.

#### **CITY MANAGER'S REPORT:**

City Manager Dunek presented no comments

#### **COUNCIL MEMBER COMMENTS:**

Council Member Gardner offered comments.

Council Member Nick offered comments.

Council Member Robinson offered comments  
Mayor Pro Tem Hamilton offered comments and received consensus for annual reports to be presented from the Planning and Parks and Recreation Commissions and for a discussion regarding housing contract negotiation.

Mayor Voigts offered comments.

ADJOURNMENT:

8:42 p.m.